

REGULAR MEETING OF THE DOWAGIAC CITY COUNCIL

Municipal Building, 241 S. Front Street, Dowagiac, Michigan

Monday, May 12, 2014, 6:00 p.m.

AGENDA

CALL TO ORDER

-Mayor Donald D. Lyons

PLEDGE OF ALLEGIANCE TO THE FLAG

-Mayor Donald D. Lyons

ROLL CALL

-Mayor Donald D. Lyons
-Mayor Pro-Tem Leon Laylin
-Councilmember Charles Burling
-Councilmember James Dodd
-Councilmember Randall Gross, Sr.
-Councilmember Lori Hunt
-Councilmember Bob Schuur

APPROVAL OF MINUTES OF PREVIOUS MEETING – April 28, 2014

QUESTIONS FROM CITY COUNCIL –

COMMENTS FROM THE AUDIENCE (NON-AGENDA) –

COMMENTS FROM THE AUDIENCE (AGENDA) –

COMMUNICATIONS –

1. Beckwith Park Summer Concert Series, June 5 - August 14, 2014
2. Permission to hold the Dowagiac Farm & Artisan Market on Wednesdays and Saturdays beginning May 28 through mid to late-October in the parking area and adjacent lawn at the Dowagiac Area History Museum.

RESOLUTIONS –

1. Resolution to confirm special assessment roll against properties remaining delinquent in the payment of code enforcement expenses (grass /weeds) incurred by the City.
2. Resolution to confirm special assessment roll against properties remaining delinquent in the payment of code enforcement expenses (blight /boarding /miscellaneous) incurred by the City.
3. Resolution to confirm special assessment roll against properties remaining delinquent in the payment of utility bills due to the City.
4. Resolution to reschedule the May 26, 2014 City Council meeting to May 27, 2014 due to the Memorial Day holiday.

5. Resolution to approve a Project Authorization Agreement with MDOT relating to the FY 2014 operating grant for the Dial-A-Ride program.
6. Resolution to schedule a public hearing for the May 27, 2014 City Council meeting to receive comment on the FY 2014-15 budget.
7. Resolution to adopt a budget amendment to the Cemetery Perpetual Care Fund.
8. Resolution of support for Small Urban Program Funding for the repair of Depot Drive/Lester Street/High Street/Pennsylvania Avenue.
9. Resolution of support for Small Urban Program Funding for the repair of East Railroad Street.
10. Resolution to authorize the purchase of storage facility on Middle Crossing Road from Chemical Bank.
11. Resolution to authorize and direct the City Treasurer to pay the following bills and payroll due: (Roll Call)

BILLS
\$532,043.38

PAYROLL (16)
\$115,793.37

TOTAL
\$647,836.75

COMMENTS FROM CITY OFFICIALS –

ADJOURNMENT –

Kevin P. Anderson
City Manager

Attachments

DOWAGIAC CITY COUNCIL MEETING

Monday, April 28, 2014

A regular meeting of the Dowagiac City Council was called to order by Mayor Donald D. Lyons at 7:00 p.m.

Mayor Lyons led the Pledge of Allegiance to the flag.

PRESENT: Mayor Donald D. Lyons; Mayor Pro-Tem Leon D. Laylin; Councilmembers Bob B. Schuur, Charles K. Burling, James B. Dodd, Randall G. Gross, Sr. and Lori A. Hunt.

ABSENT: None.

STAFF: City Manager Kevin P. Anderson and Rozanne Scherr, Assistant City Manager.

Councilmember Laylin moved and Councilmember Hunt seconded that the minutes of the April 14, 2014 meeting be approved.

Approved unanimously.

PROCLAMATION

1. Proclamation declaring Friday, May 9 through Sunday, May 18, 2014 as "Dogwood Fine Arts Festival" week.

Mayor Lyons read the proclamation.

PUBLIC HEARING

1. Public hearing to consider the declaration of a public nuisance for property at 209 Andrews Street.

Mayor Lyons opened the public hearing at 7:06 p.m. There being no public comments, Mayor Lyons closed the public hearing at 7:06 p.m.

COMMUNICATIONS

2. National Day of Prayer, May 1, 2014
3. Dowagiac Union High School Commencement Parking/Block of Street, June 1, 2014
4. White Cane Drive, June 5-7, 2014

Councilmember Dodd moved and Councilmember Schuur seconded to grant the requests.

APPOINTMENTS

1. Citizens Review Commission – Recommended by Mayor and offered by Mayor Pro-Tem: Re-appoint Charles Burling for a term expiring May 2019.

DOWAGIAC CITY COUNCIL MEETING

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Councilmember Schuur moved and Councilmember Gross seconded to approve the Mayor's appointments.

Approved unanimously.

CITY MANAGER REPORTS

1. Waste Collection Services Bid Award

From the City Manager:

WASTE COLLECTION SERVICES

The Department of Public Services has completed the bidding process for waste collection services for all city facilities and operations. The bids are for three years and the last time this was done was in 2011.

Waste Management is the low bid for two of the three bid sections. The lowest combined bid is Reliable Disposal. However, the City is currently using Reliable for sludge disposal at the wastewater treatment plant and they do not have the equipment required to keep from regularly spilling sludge when moving the containers. For permit compliance reasons, we need to make sure sludge material is properly contained. Since Waste Management is the next lowest bidder and have different equipment for handling sludge materials, they are recommended.

Over the next three years the cost for waste collection will be \$16,000 less than our current costs.

RECOMMENDATION

I recommend that City Council award the waste collection services bid to Waste Management.

Councilmember Laylin moved and Councilmember Dodd seconded that the recommendation of the City Manager be adopted.

ADOPTED unanimously.

2. MSHDA-Third Party Administrator Plan for the Community Development Block Grant Program

From the City Manager:

MSHDA-THIRD PARTY ADMINISTRATOR MANAGEMENT PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

DOWAGIAC CITY COUNCIL MEETING

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There are new rules regarding MSHDA Third Party Administration for grants involving the redevelopment of apartments on the second floor of downtown businesses. We have been working with Marilyn Smith for a number of years and she has done an excellent job of making sure the projects comply with all of MSHDA regulations. There is a relatively small pool of experts who do this type of work. We have been fortunate that all of our projects have been in compliance.

There are two items that are required; one is a Third Party Administrator Management Plan and the other is a Proposal of Administrative Tasks. Both will need Council approval so that the residential units above the new downtown theater can proceed.

The first action is to authorize the Third Party Administrator Management Plan.

RECOMMENDATION

I recommend that City Council approve the Third Party Administrator Management Plan.

Councilmember Laylin moved and Councilmember Schuur seconded that the recommendation of the City Manager be adopted.

ADOPTED unanimously.

3. MSHDA-Proposal of Administrative Tasks for the Community Development Block Grant Program

From the City Manager:

MSHDA-PROPOSAL OF ADMINISTRATIVE TASKS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

There are new rules regarding MSHDA Third Party Administration for grants involving the redevelopment of apartments on the second floor of downtown businesses. We have been working with Marilyn Smith for a number of years and she has done an excellent job of making sure the projects comply with all of MSHDA regulations. There is a relatively small pool of experts who do this type of work. We have been fortunate that all of our projects have been in compliance.

There are two items that are required; one is a Third Party Administrator Management Plan and the other is a Proposal of Administrative Tasks. Both will need Council approval so that the residential units above the new downtown theater can proceed.

The second action is to approve the Proposal of Administrative Tasks with Marilyn Smith/Smith Housing Consulting.

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RECOMMENDATION

I recommend that City Council approve the Proposal of Administrative Tasks.

Councilmember Laylin moved and Councilmember Dodd seconded that the recommendation of the City Manager be adopted.

ADOPTED unanimously.

RESOLUTIONS

1. Resolution to declare a public nuisance property at 209 Andrews Street.

Councilmember Burling offered and moved the adoption of the following resolution; seconded by Councilmember Laylin.

WHEREAS, the Dowagiac City Council has heretofore adopted its resolution scheduling a public hearing on the necessity of abatement of dangerous structures constituting a public nuisance within the meaning of Sections 38.42 et seq, of the Dowagiac City Code, which structures are described as:

209 Andrews Street

Tax #14-160-100-447-00

Described as follows: LOT 90 FORBES 5 ADD CITY OF DOWAGIAC.

WHEREAS, due notice of public hearing to consider the condemnation thereof has heretofore been given in accordance with the requirements of Chapter 66, Section 66.7 of the Dowagiac City Code, both by publication and by mailing to each owner or person in interest in said property as shown by the last general tax assessment roll of the City, at least ten full days prior to the date of said hearing; and;

WHEREAS, said hearing has been conducted and comments thereon received, and;

WHEREAS, the Dowagiac City Council, upon due consideration and deliberation, determines that condemnation of certain structures situated at **209 Andrews Street**, City of Dowagiac, is necessary due to the deteriorated and/damaged condition and the inability of the structures to be economically rehabilitated, and such action must be taken in order to properly and adequately safeguard the public interest, and;

WHEREAS, this Council does further determine that the whole of the cost of the repairs, improvements and/or demolition of the structures attached hereto and incorporated herein by reference shall be defrayed by use of the withholding funds, under PA 495, of 1980 upon the property hereinabove described in the event that said improvements and/or demolition shall not be made by the owner thereof within the time limits herein below proscribed.

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NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dowagiac by the affirmative vote of its Council does hereby determine that certain structures situated upon the properties hereinabove described constitutes a public nuisance as defined by Chapter 38, Sections 38.71(13) and 38.41 of the Dowagiac City Code justifying abatement by the City pursuant to the powers granted in Chapter 12 of the Dowagiac City Charter and Chapter 38 of the Dowagiac City Code.

BE IT FURTHER RESOLVED that the improvements, repairs and/or demolition of said structures are those set forth in Appendix A attached hereto and incorporated herein by reference, and that said improvements, repairs and/or demolition is necessary in order to protect the public health, safety and welfare.

BE IT FURTHER RESOLVED that said premises by and hereby is determined to contain the following violations:

- Building Electrical Plumbing Heating
 Housing Fire Other

BE IT FURTHER RESOLVED that said nuisances be abated, and that the owner of said premises, to-wit: **Eric R. Smith**, be and hereby is directed to **demolish** said nuisance by commencement of actions necessary to accomplish same **within 30 days** from the date of this resolution, and that said acts be completed, and said nuisances abated, no later than **60 days** from the date of this resolution.

BE IT FURTHER RESOLVED that if, upon the commencement date herein provided, abatement has not been commenced or if, upon the completion date, such conditions constituting a nuisance have not been abated, the City Manager is directed to cause the abatement of such conditions and nuisances by:

- Demolition
 Correction of the above-listed Code violations.

BE IT FURTHER RESOLVED that any costs incurred in the abatement of such conditions and nuisances are to be assessed against the properties hereinabove described in accordance with the provisions of Chapter 66, Sections 66.1, et seq, of the Dowagiac City Code.

BE IT FURTHER RESOLVED that the City Manager be and hereby is directed to solicit and receive estimates of the costs and expenses associated with the abatement of said nuisances as hereinabove set forth and that such estimates shall be deposited with the City Clerk for examination in accordance with the requirements of Chapter 66 of the Dowagiac City Code.

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BE IT FURTHER RESOLVED that the City Clerk be and hereby is directed to forthwith send, by certified mail, return receipt requested, a copy of this resolution to the last known address of the property owner, or any person having an interest in said properties, as shown by the last general tax assessment roll of the City, together with copies of the Code Enforcement Report forms submitted in this matter.

ADOPTED unanimously.

2. Resolution to authorize an Agreement for Prosecution Services.

Councilmember Schuur offered and moved the adoption of the following resolution; seconded by Councilmember Dodd.

WHEREAS, it is in the mutual interest of the City of Dowagiac and Cass County to efficiently handle the prosecution of all ordinance violations that occur within the city limits; and

WHEREAS, the Cass County Prosecutor is willing and able to handle the caseload that is generated by the City; and

WHEREAS, the Cass County Board of Commissioners has agreed to the contract for these services; and

WHEREAS, the Public Safety Director and City Manager have recommended that an agreement with the County Prosecutor be approved.

NOW, THEREFORE, BE IT RESOLVED that City Council approves the attached Agreement for Prosecution Services with the Cass County Prosecuting Attorney.

ADOPTED unanimously.

3. Resolution to authorize a contract with the Michigan Department of Transportation for crack sealing and paint marking the runway at the airport.

Councilmember Gross offered and moved the adoption of the following resolution; seconded by Councilmember Laylin.

WHEREAS, the City of Dowagiac owns, maintains, and operates an airport, the Dowagiac Municipal Airport; and

WHEREAS, federal and state funds are available to the City of Dowagiac for the purpose of crack sealing and paint marking the airport runway, as further defined in the attached contract.

DOWAGIAC CITY COUNCIL MEETING

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NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by affirmative vote of its City Council, hereby approves the contract under the direction of the Michigan Department of Transportation related to the crack sealing and paint marking on the airport runway at the Dowagiac Municipal Airport; and

BE IT FURTHER RESOLVED, that the City Council directs the City Clerk to be authorized as the signatory for execution of the same.

ADOPTED unanimously.

4. Resolution to set a public hearing date for an IFT application from Creative Foam Corporation.

Councilmember Schuur offered and moved the adoption of the following resolution; seconded by Councilmember Laylin.

WHEREAS, Creative Foam Corporation has made formal application for an Industrial Facilities Exemption Certificate, pursuant to new equipment at its manufacturing facility at 55210 Rudy Road in the City of Dowagiac, and;

WHEREAS, pursuant to P.A. 198 (1974) as amended, a public hearing is to be conducted by the local governmental unit in which the application facility is located, and;

WHEREAS, P.A. 198 requires that the Assessor for the City of Dowagiac and the legislative body of each unit levying ad valorem property taxes against the facility in question be notified of the public hearing.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Dowagiac does hereby schedule a public hearing to be conducted on May 27, 2014 at 7:00 p.m. in the City Council Chambers for the purpose of hearing public comment on the application filed by Creative Foam Corporation for an Industrial Facilities Exemption Certificate for new equipment at its manufacturing facility at 55210 Rudy Road in the City of Dowagiac.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to send notices, by certified mail, of said public hearing to the following:

1. Creative Foam Corporation
2. City Assessor, City of Dowagiac
3. The County Board of Commissioners, County of Cass
4. The Board of Education, Dowagiac Union Schools
5. The Board of Trustees, Southwestern Michigan College
6. The Board of Education, Lewis Cass Intermediate School District
7. Dowagiac District Library

ADOPTED unanimously.

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5. Resolution to change the meeting time for the May 12th City Council meeting from 7:00 p.m. to 6:00 p.m. due to the Dogwood Fine Arts Festival event schedule.

Councilmember Dodd offered and moved the adoption of the following resolution; seconded by Councilmember Burling.

WHEREAS, in the month of May there are local festivals that fall on regularly scheduled meeting days; and

WHEREAS, the regularly scheduled City Council meeting for May 12, 2014 falls during Dogwood Fine Arts Festival week of May 9-18; and

WHEREAS, in an effort to eliminate a conflict for the public and elected officials who desire to attend the Dogwood Festival event on May 12th, the Mayor and Council desire to reschedule the May 12th meeting time from 7:00 p.m. to 6:00 p.m.; and

WHEREAS, the rescheduling of this Council meeting will not have an adverse effect on the conduct of City business.

NOW, THEREFORE, BE IT RESOLVED that the Dowagiac City Council hereby reschedules the Monday, May 12, 2014 City Council meeting from 7:00 p.m. to 6:00 p.m.

ADOPTED unanimously.

6. Resolution to authorize and direct the City Treasurer to pay the following bills and payroll due:

Councilmember Schuur offered and moved the adoption of the following resolution; seconded by Councilmember Dodd.

WHEREAS, the following information has been reviewed by the City Manager and City Treasurer and is being presented to City Council with a recommendation to approve invoices and payroll #15 for the period ending 4/24/14:

Invoices: 88,562.58
Payroll: 192,390.50
Total: \$280,953.08

BE IT RESOLVED that the City Manager and City Treasurer are hereby authorized and directed to pay the following bills and payroll due:

Invoices	Payroll	Total
\$88,562.58	\$192,390.50	\$280,953.08

DOWAGIAC CITY COUNCIL MEETING

Monday, April 28, 2014

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ADOPTED on a roll call vote.

Ayes: Six (6) Burling, Dodd, Gross, Hunt, Laylin and Schuur

Nays: None (0)

Absent: None (0)

Abstain: None (0)

ORDINANCE

1. AN ORDINANCE TO AMEND SECTION 22.5 (C) (6), MAP OF CHAPTER 22, CHANGES AND AMENDMENTS, OF THE DOWAGIAC CITY CODE BY AMENDMENT OF THE ZONING MAP.

Moved by Councilmember Dodd and seconded by Councilmember Laylin for adoption at the April 14, 2014 meeting is now presented to the Council for a second reading and vote.

ADOPTED on a roll call vote.

Moved by: Dodd

Seconded by: Laylin

Ayes: Six (6) Burling, Dodd, Gross, Hunt, Laylin and Schuur

Nays: None (0)

Absent: None (0)

Abstain: None (0)

Upon motion by Councilmember Dodd and seconded by Councilmember Schuur, the Dowagiac City Council adjourned at 7:31 p.m.

Donald D. Lyons, Mayor

Kevin P. Anderson, City Manager

CITY OF DOWAGIAC
EVENT APPROVAL FORM

Name of Event: Beckwith Park Concert Series 2014
Date(s) of Event: June 5 - August 14, 2014
Sponsoring Organization: Dowagiac Downtown Development Authority
Contact Person(s): Vickie Phillipson, DDA Director
Contact Person's Telephone: 782-8212

CITY MANAGER:

_____ Final Approval _____ Denial

Comments: _____

Signature _____ Date _____

Department Heads:

Please review the attached event/activity request; indicate conditional approval, approval or denial; and provide comments regarding possible concerns. All comments will be taken under consideration and final approval remains with the City Manager.

DEPARTMENT OF PUBLIC SAFETY:

Approval _____ Approval with conditions _____ Denial _____

Comments: _____

Signature Steve L. Hummel Date 5/8/14

DEPARTMENT OF PUBLIC SERVICES:

Approval _____ Approval with conditions _____ Denial _____

Comments: _____

Signature James Bradley Date 5-8-14

DOWNTOWN DEVELOPMENT AUTHORITY:

_____ Approval _____ Approval with conditions _____ Denial _____

Comments: _____

Signature _____ Date _____



Chamber of Commerce & DDA

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May 5, 2014

Mayor Don Lyons and City Council
Dowagiac City Hall
241 S. Front St.
Dowagiac, Michigan 49047

Dear Mayor Lyons and City Council:

On behalf of the Dowagiac Downtown Development Authority (DDA), I would like to request permission to use Beckwith Park and its Haggin-Wimberley Memorial Bandstand for our Beckwith Park Summer Concert Series, which opens Thursday, June 5.

I am pleased to report, for the seventh consecutive year, Huntington Bank has agreed to underwrite this year's fine arts program through its \$5,000 donation to the DDA.

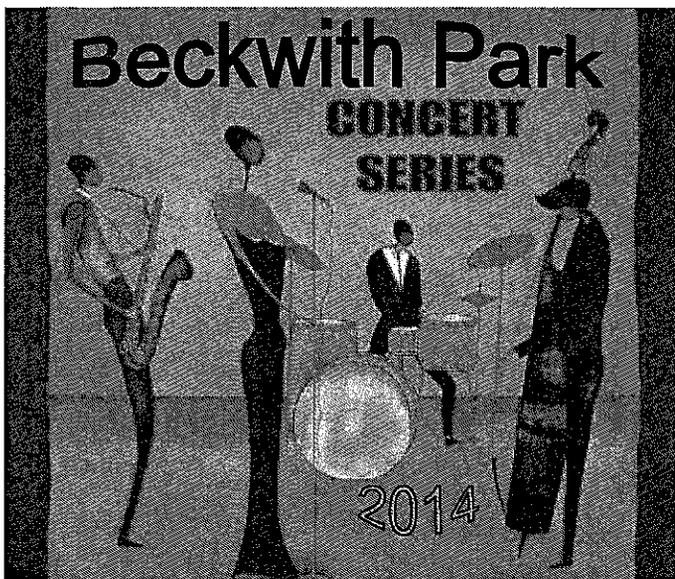
On June 5, for the opening night of the concert series that features the Southwestern Michigan College Brass Band, I would also like permission to close Beeson Street. Due to its size, the brass band will set up within the street.

On Thursday, July 24, when the concert series shares the stage with Summer in the City, we will celebrate "**Huntington Night**," as we salute the underwriter of this wonderful entertainment series. We hope you can join us that evening and each week.

Thank you, in advance, for your kind consideration.

Best Regards,

Vickie Phillipson, Program Director
Dowagiac Downtown Development Authority
and Greater Dowagiac Chamber of Commerce



Join us for a wonderful summer of entertainment,
staged within Dowagiac's charming central business district.

Pack a picnic basket and sit back & relax,
or let the moment whisk you onto the dance floor!

Thursday nights have never been better!

THURSDAY, JUNE 5, 7:30 pm ... Similar to a British ensemble, 30 brass & percussion players, including college students, and professional & amateur musicians comprise this hometown favorite, the **Southwestern Michigan College Brass Band**.

THURSDAY, JUNE 12, 7:30 pm ... Dynamic bass-popping Blues, with an original blend of Funky Boogaloo & Soul, best describes one of Kalamazoo's favorite Blues bands, **Out of Favor Boys**.

THURSDAY, JUNE 19, 7:30 pm ... Deeply rooted in Rhythm & Blues, Soul & Funk, **Tony Fields** is one of the hottest singing sensations to come from SW Michigan since Al Green. Tony & entertainer **Doug Decker** will move both your feet & soul.

THURSDAY, JUNE 26, 7:30 pm ... **A Touch of Country** celebrates the Golden Age of this genre with classics from the King of Country George Strait to Merle Haggard and George Jones.

THURSDAY, JULY 10, 7:30 pm ... Jimmy Buffett fans will enjoy **5 O'clock Somewhere**, as this tribute band turns up the heat on our favorite beach tunes!

THURSDAY, JULY 17, 7:30 pm ... SW Michigan's finest musicians comprise **Lake Effect Jazz Big Band**. This artistic group performs as a concert jazz ensemble.

THURSDAY, JULY 24, 7:30 pm ... At **Summer in the City, July 24-27**, join us for **Huntington Night**, honoring the underwriter of our concert series, as **Kalamazoo Avenue Band** presents a Rock, Rhythm & Blues Revue, featuring music by Chicago, The Beatles, The Blues Brothers and others.

THURSDAY, JULY 31, 7:30 pm ... Traditional Celtic folk blended with other cross-culture influences comprise the rollicking jigs & well-crafted originals of **Fonn Mor**.

THURSDAY, AUGUST 7, 7:30 pm ... There's always good pickin' on the porch, when "The Boys in Bibs" are around. **Schlitz Creek's** high-energy performance presents Bluegrass the way it should be sung... *with some bite to it!*

THURSDAY, AUGUST 14, 7:30 pm ... You'll think 'Ole Blue Eyes is back in town, when **Otsego Jazz Ensemble & Vocalist Ian Brown** take the stage. This 18-piece Swing band is sure to have you crooning to your old-time favorites!

THURSDAY, AUGUST 21, 7:30 pm ...Scheduled Rain Date



is proud to underwrite the 2014 concert series, presented by the Dowagiac DDA.

CITY OF DOWAGIAC
EVENT APPROVAL FORM

Name of Event: Dowagiac Farm & Artisan Market
Date(s) of Event: May 28 – mid to late-October
Sponsoring Organization: DDA & Dowagiac Area History Museum
Contact Person(s): Vickie Phillipson, DDA Director & Steve Arseneau, Museum Director
Contact Person's Telephone: 782-8212

CITY MANAGER:

_____ Final Approval _____ Denial

Comments: _____

Signature _____ Date _____

Department Heads:

Please review the attached event/activity request; indicate conditional approval, approval or denial; and provide comments regarding possible concerns. All comments will be taken under consideration and final approval remains with the City Manager.

DEPARTMENT OF PUBLIC SAFETY:

Approval _____ Approval with conditions _____ Denial _____

Comments: _____

Signature Steve Hummel Date 5/8/14

DEPARTMENT OF PUBLIC SERVICES:

Approval _____ Approval with conditions _____ Denial _____

Comments: _____

Signature James Bedford Date 5-8-14

DOWNTOWN DEVELOPMENT AUTHORITY:

_____ Approval _____ Approval with conditions _____ Denial _____

Comments: _____

Signature _____ Date _____



Chamber of Commerce & DDA

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May 7, 2014

Mayor Don Lyons and City Council
Dowagiac City Hall
241 S. Front St.
Dowagiac, Michigan 49047

Dear Mayor Lyons and City Council:

On behalf of the Dowagiac Downtown Development Authority (DDA) and the Dowagiac Area History Museum, Steve Arseneau, museum director, and I are requesting permission to utilize part of the museum parking lot and adjacent lawn way for the site of the new Dowagiac Farm & Artisan Market. Steve and I are making plans to bring back the farmers market to Dowagiac, which was last held in 2009. New to the market, we are also inviting local artisans to sell their merchandise.

The market will allow consumers to purchase produce and hand-made items directly from the grower and artisan. Just as important, for our central business district, it will provide another reason for families to utilize our beautiful downtown and to visit the museum.

Beginning May 28 and running through mid to late-October, the market will be open on Wednesdays and Saturdays from 9 to 2 p.m. In preparation for same, we are requesting permission to:

- locate an approximate 3 by 6-foot banner on the lawn way at Division and Railroad streets to draw attention to the site of the market;
- install 15 signs, the approximate size of a real estate sign, along the Main Street boulevard and at major intersections within the city to publicize the market;
- and provide electricity on site to vendors who may require it.

We are pleased to announce Dussel's Farm Market & Greenhouse in Cassopolis will be appearing at the market on Saturdays, with Eckler's Produce & Greenhouse of Niles appearing on Wednesdays. Vendors, who have signed up for the market thus far, will also feature such goods as sweet breads, yeast breads, jam, cupcakes & cookies, eggs, dried flowers, baskets, soaps, candles & bath products, Native American crafts, up cycled products, wheel-thrown pottery and handcrafted porcelain. We are also in discussion with a local food vendor to barbecue on site.

As always, thank you in advance, for your kind consideration. Should you have any questions, feel free to call me at 782-8212.

Sincerely,

Vickie Phillipson, Program Director
Dowagiac Downtown Development Authority
and Greater Dowagiac Chamber of Commerce

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: May 9, 2014

SUBJECT: Special Assessments

Each year the Building Department and Customer Service Department reviews the list of bills that have not been paid. A list of all outstanding bills is then prepared for City Council so that special assessments can be levied upon those properties for the expenses that have occurred at those properties.

Three resolutions are on Monday's City Council agenda for the purpose of levying special assessments on a number of properties within the city. The assessments to be levied are detailed in the attachments to the resolutions. The purpose of each resolution is as follows:

- Assessments for mowing of private lots that do not comply with the Blight Ordinance.
- Assessments for private properties that did not comply with the Blight or Boarded Structures Ordinance and were either cleaned up, boarded or demolished.
- Assessments for utility customers' past due billing that do not comply with Utility Ordinance.

RECOMMENDATION

Approve the three resolutions for the purpose of levying special assessments.

Support Documents:

Cover Memo-City Mgr.
Resolutions
Dept. Head Reports

CITY OF DOWAGIAC

INTER-DEPARTMENTAL COMMUNICATION

TO: Kevin Anderson – City Manager **FROM:** James Bradford
RE: Building Department **DATE:** May 5, 2014
Special Assessments

A resolution is attached for the May 12, 2014 City Council agenda, for the purpose of levying special assessments upon private properties:

- Assessments for the abatement of noxious weeds and grasses, by the city, upon private lots that do not comply with City Ordinance Section 86-58.
- Assessments for abatement of property maintenance, such as blight, board up, demolitions and other miscellaneous, by the city, upon private properties that do not comply with City Ordinance, Chapter 18 – Buildings and Building Regulations.

Below is a summary of invoices issued for Code Enforcement activity during this period of 5/1/13 through 10/31/13:

	<u>To Be Special Assessed</u>
Mowing:	\$5,119.44
Blight/Boarding/Other	\$4,270.00
TOTAL	\$9,389.94

If you have any questions regarding this matter, please contact my office.

Councilmember _____ offered and moved the adoption of the following resolution; seconded by Councilmember _____.

WHEREAS, Chapter 66, Section 66.19 of the Dowagiac City Code, "Single Lot Assessments-Generally," provides that the City of Dowagiac is authorized to levy a special assessment against single premises for expenses which are chargeable against such premises under the provisions of the Dowagiac City Code, and;

WHEREAS, the Dowagiac City Council, upon due consideration and deliberations, determined that certain noxious weeds and grasses were present upon the various single premises described in Appendix A attached hereto and incorporated herein by reference, and that the cutting of such noxious weeds and grasses by the City was necessary by virtue of non-compliance with the provisions of Chapter 86, Section 86.59 of the Dowagiac City Code, and;

WHEREAS, the expense incurred with respect to each parcel of land entered upon in carrying out the provisions of said Chapter 86 have been kept, which charges, together with an amount equal to fifty percent (50%) thereof to cover costs of publication, overhead and other expenses, are chargeable against such single premises as provided in Chapter 66 of the Dowagiac City Code, and;

WHEREAS, the City Manager has directed the City Assessor to prepare a special assessment roll covering all such charges which have not been paid, together with an additional amount equal to fifty percent (50%) thereof, to cover the cost of publication, overhead and other expenses, and;

WHEREAS, said roll has been filed with the City Clerk and is now being presented to the Council for confirmation and levy, and;

WHEREAS, said special assessment roll is attached hereto and made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by the affirmative vote of its City Council, does hereby confirm the attached special assessment roll for the parcels more fully described in Appendix A attached hereto and incorporated herein by reference and directs the City Administration to levy said assessments against the individual properties therein set forth.

ADOPTED/REJECTED

MOWINGS

Totals per Parcel

Parcel Number	Address	Balance Due
14-160-100-089-00	305 PENNSYLVANIA AVE	\$177.00
14-160-100-152-00	314 POKAGON ST	\$89.81
14-160-100-249-00	205 S LOWE ST	\$220.50
14-160-100-252-00	601 CHESTNUT ST	\$88.50
14-160-100-303-00	106 THICKSTUN ST	\$88.50
14-160-100-311-00	106 MILLER ST	\$88.50
14-160-100-314-50	103 MILLER ST	\$88.50
14-160-100-329-00	204 ANDREWS ST (VAC)	\$177.00
14-160-100-356-00	404 THICKSTUN ST	\$117.50
14-160-100-439-00	227 ANDREWS ST	\$88.50
14-160-100-447-00	209 ANDREWS ST	\$265.50
14-160-100-489-00	120 CASS AVE	\$88.50
14-160-100-540-00	209 JEFFERSON ST	\$88.50
14-160-100-582-00	404 JEFFERSON ST	\$132.00
14-160-100-629-00	505 CHESTNUT ST	\$8.00
14-160-100-647-00	408 WALNUT ST (VAC)	\$88.50
14-160-100-656-00	411 MAPLE ST	\$88.50
14-160-100-657-00	409 MAPLE ST	\$88.50
14-160-100-686-00	105 GROVE ST	\$177.00
14-160-100-759-00	112 ASHLAND ST	\$88.50
14-160-200-333-00	207 ORCHARD ST	\$118.95
14-160-200-343-00	305 N FRONT ST	\$110.25
14-160-200-344-00	307 N FRONT ST	\$183.75
14-160-200-486-00	402 GREEN ST	\$266.81
14-160-200-751-00	406.5 N FRONT ST	\$88.50
14-160-200-903-00	303 PARSONAGE ST	\$88.50
14-160-200-904-00	403 WEST ST	\$88.50
14-160-300-011-01	441 E DIVISION ST	\$175.50
14-160-300-175-00	113 N MILL ST	\$177.00
14-160-300-176-00	115 N MILL ST	\$88.50
14-160-300-387-00	103 BISHOP ST	\$266.81
14-160-300-509-00	206 MCOMBER ST	\$88.50
14-160-300-525-00	120 OAK ST	\$88.50
14-160-300-564-00	311 W RAILROAD ST	\$88.50
14-160-300-568-00	315 W RAILROAD ST	\$177.00
14-160-300-645-00	305 E TELEGRAPH ST	\$88.50
14-160-300-724-00	510 KEENE AVE	\$88.50
14-160-300-839-00	411 E DIVISION ST	\$153.75
14-160-300-907-00	106 CEDAR ST	\$178.31
14-160-300-911-00	316 E DIVISION ST	\$177.00
	Mowings Grand Total	\$5,119.44

Councilmember _____ offered and moved the adoption of the following resolution; seconded by Councilmember _____.

WHEREAS, Chapter 66, Section 66.19 of the Dowagiac City Code, "Single Lot Assessments-Generally," provides that the City of Dowagiac is authorized to levy a special assessment against single premises for expenses which are chargeable against such premises under the provisions of the Dowagiac City Code; and

WHEREAS, the Dowagiac City Council, upon due consideration and deliberation, determined for the preservation of the public peace, health and safety of the city that certain deteriorating property condition(s) existed on private properties described in Appendix A, attached hereto and incorporated herein by reference, and that the abatement by the City of such deteriorating property condition(s) was necessary by virtue of non-compliance with the provisions of Chapter 18 of the Dowagiac City Code; and

WHEREAS, this expense is chargeable against such premises and the owner thereof under the provisions of the Charter, the Code and the law of the State of Michigan and is not of the class required to be prorated among several lots and parcels of land in a special assessment district; and

WHEREAS, an account of labor, material, and services for which such expenses incurred has been billed to the property owner by the City Building Official, as provided in Chapter 66 of the Dowagiac City Code; and

WHEREAS, this bill had not been paid; and

WHEREAS, the City Manager has directed the City Assessor to prepare a special assessment roll covering all such charges which have not been paid; and

WHEREAS, said roll has been filed with the City Clerk and is now being presented to the Council for confirmation and levy; and

WHEREAS, said special assessment roll is attached hereto and made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Dowagiac City Council hereby confirms the attached special assessment roll for the parcels more fully described in Appendix A attached hereto and incorporated herein by reference and directs the City Administration to levy said assessments against the individual properties therein set forth.

ADOPTED/REJECTED

OTHER ENFORCEMENTS

Totals per Parcel

Parcel Number	Address	Balance Due
14-160-100-218-00	413 W HIGH ST	\$45.00
14-160-100-524-00	203 FIRST AVE	\$850.00
14-160-100-647-00	408 WALNUT ST (VAC)	\$232.50
14-160-200-221-00	201 S FRONT ST	\$300.00
14-160-200-344-00	307 N FRONT ST	\$1,890.00
14-160-200-644-00	109 MAPLE ST	\$232.50
14-160-200-698-00	301 LOUISE AVE	\$225.00
14-160-300-170-00	319 E DIVISION ST	\$495.00
Other Enforcements Grand Total		\$4,270.00

INTER-DEPARTMENTAL COMMUNICATION

TO: Kevin Anderson
City Manager

FROM: Deborah Merrill
Customer Service Supervisor

DATE: April 30, 2014

RE: Utility Department Special Assessment for 05/01/13 through 10/31/13

The attached resolution for the May 12, 2014 City Council agenda is for the purpose of levying utility customer special assessments upon private properties:

- Assessments for utility customer's past due billing that do not comply with City Ordinance Section 82.24.

If you have any questions regarding this matter, please contact my office.

enc. Resolution with appendix

Councilmember _____ offered and moved the adoption of the following resolution;
seconded by Councilmember _____.

WHEREAS, Chapter 82, Section 82.24 (c) of the Dowagiac City Code, "UTILITIES", provides that the City of Dowagiac is authorized to place as a lien on the premises to which electric, water and/or sewer service is provided for delinquent utilities for six (6) months or more; and,

WHEREAS, delinquent utilities with such lien are charged on the next property tax bill for the premises; and,

WHEREAS, the Dowagiac City Council upon review of the various single premises described in Appendix A attached hereto and incorporated herein by reference, determined by virtue of non-compliance with the provisions of Chapter 82, Section 82-24 (c) of the Dowagiac City Code.

WHEREAS, the City Manager has directed the City Assessor to prepare a special assessment roll covering all such charges which have not been paid; and

WHEREAS, said roll has been filed with the City Clerk and is now being presented to the Council for confirmation and levy; and

WHEREAS, said special assessment roll is attached hereto and made a part of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by the affirmative vote of its City Council, does hereby confirm the attached special assessment roll for the parcels more fully described in Appendix A attached hereto and incorporated herein by reference and directs the City Administration to levy said assessments against the individual properties therein set forth.

ADOPTED/REJECTED

Assess Bill End Dates

5/1/13-10/31/13

Parcel #	Service Address	End Bill Date	Balance
14-160-100-129-00	311 S LOWE ST	08/07/2013	147.41
14-160-100-141-00	207 JOHNSON ST	08/07/2013	360.67
14-160-100-166-00	413 MICHIGAN AVE	06/25/2013	1,063.02
14-160-100-171-00	409 CHESTNUT ST	10/14/2013	1,208.22
14-160-100-248-00	111 S LOWE ST	10/08/2013	254.46
14-160-100-373-00	211 E HIGH ST	07/08/2013	22.00
14-160-100-540-00	209 JEFFERSON ST	06/04/2013	240.32
14-160-100-712-00	204 TUTHILL ST	09/16/2013	119.68
14-160-100-717-10	101 S PAUL ST	08/08/2013	496.41
14-160-200-089-00	132 S FRONT ST	10/01/2013	821.47
14-160-200-090-00	134 S FRONT ST	06/11/2013	3,691.44
14-160-200-111-00	724 N FRONT ST	05/09/2013	472.09
14-160-200-255-00	203 N FRONT ST	07/29/2013	164.19
14-160-200-308-00	203 CENTER ST	07/09/2013	60.54
14-160-200-451-00	407 N FRONT ST	06/25/2013	304.27
14-160-200-565-00	210 CROSS ST	06/11/2013	155.65
14-160-200-648-00	508 W HIGH ST	05/01/2013	51.41
14-160-200-916-00	315 N LOWE ST *25	07/01/2013	184.31
14-160-215-011-00	107 MARION ST	10/14/2013	368.54
14-160-300-077-01	109 HILL ST	10/03/2013	174.00
14-160-300-087-40	600 RIVERSIDE DR *16	10/01/2013	63.61
14-160-300-401-00	216 SHERWOOD ST	08/09/2013	102.19
14-160-300-570-00	203 E TELEGRAPH ST	05/17/2013	155.62
14-160-300-646-00	307 E TELEGRAPH ST	10/02/2013	111.26
14-160-300-774-00	306 GRAY ST	10/01/2013	78.55
14-160-300-816-00	435 E DIVISION ST	06/04/2013	538.80
14-160-300-822-00	108 EDWARDS ST	09/03/2013	199.68
14-160-300-830-00	423 E DIVISION ST B	05/28/2013	128.68
14-160-300-927-00	303 E DIVISION ST Apt3	10/11/2013	6.06
			11,597.14
multiple accounts			

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: May 9, 2014

SUBJECT: City Council Meeting Date Rescheduling

A resolution is on Monday's agenda to reschedule the May 26th City Council meeting to May 27th due to the Memorial Day holiday. City offices will be closed.

RECOMMENDATION

Approve the resolution as presented.

Support Documents:

Cover Memo-City Mgr.
Resolution

Councilmember _____ offered and moved the adoption of the following resolution;
seconded by Councilmember _____.

WHEREAS, the regularly scheduled City Council meeting for Monday, May 26, 2014 falls during the Memorial Day holiday; and

WHEREAS, in an effort to eliminate a conflict for the public and elected officials because City offices are closed on May 26th, the Mayor and Council desire to reschedule the May 26th meeting to Tuesday, May 27th at 7:00 p.m.; and

WHEREAS, the rescheduling of this Council meeting will not have an adverse effect on the conduct of City business.

NOW, THEREFORE, BE IT RESOLVED that the Dowagiac City Council hereby reschedules the Monday, May 26, 2014 City Council meeting to Tuesday, May 27, 2014 at 7:00 p.m.

ADOPTED/REJECTED

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: May 9, 2014

SUBJECT: Dial-A-Ride 2014 Project Authorization

A resolution is on Monday's agenda to approve a project authorization to the 2012-0076 Master Agreement with the Michigan Department of Transportation (MDOT) relating to the fiscal year 2014 operating grant for the Dial-A-Ride operation. Attached is a memo from Rose Scherr, which further explains the project authorization.

RECOMMENDATION

Authorize the resolution to approve the Project Authorization agreement with the Michigan Department of Transportation (MDOT) relating to the fiscal year 2014 operating grant for the Dial-A-Ride operation.

Support Documents:

- Cover Memo-City Mgr.
- Cover Memo-Dept. Head
- Resolution
- Project Authorization

Councilmember _____ offered and moved the adoption of the following resolution; seconded by Councilmember _____.

WHEREAS, pursuant to a grant agreement between the Michigan Department of Transportation and the City of Dowagiac it is necessary for the City of Dowagiac to enter into a project authorization agreement for its local transportation program for the fiscal year 2014 in order to receive State and Federal financial assistance under provision of Act 51; and

NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by the affirmative vote of its City Council, does hereby authorize Transportation Coordinator Rozanne Scherr to execute the Project Authorization, FY 2014 Section 5311 Operating, attached hereto and by reference made a part hereof as required to receive financial assistance from the Michigan Department of Transportation, in accordance with Act 51; and

BE IT FURTHER RESOLVED that, for all public transportation matters, the Transportation Coordinator shall provide such information as deemed necessary by the State Transportation Commission or Department for its administration of Act 51 for fiscal year 2014.

ADOPTED/REJECTED

Date: April 7, 2014
Agreement No.: 2012-0076
Authorization No.: P4/R1
Project No.: 122462
Agenda: MA

**REVISED PROJECT AUTHORIZATION
CITY OF DOWAGIAC
FY 2014 SECTION 5311 OPERATING
FORMULA GRANTS FOR
RURAL AREAS PROGRAM**

This information is required by the Michigan Department of Transportation (DEPARTMENT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and the DEPARTMENT. The funds shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: October 1, 2013
Authorization Expiration Date: September 30, 2014
Fiscal Year Effective Contract Clauses: 2014

The Federal grants associated with the PROJECT AUTHORIZATION are MI-18-X055-02 and MI-18-X055-03.

Award Year: 2014 Federal Item Number: WK0055

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Rural Areas Program is 20.509.

Funding reflects the amount of funds currently available under the Federal appropriation. If additional funds become available, a grant amendment and revised PROJECT AUTHORIZATION will be prepared.

Payments to the AGENCY under this PROJECT AUTHORIZATION will be based on 16% of the estimated eligible costs which is \$32,669. The maximum amount to be paid will not exceed 16% of the AGENCY's audited costs. If Section 5311 operating assistance funds are insufficient to reimburse at 16% of audited costs, a new reimbursement percentage will be calculated for all participating agencies.

In accordance with Section 7 of the Master Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is \$25,000. All agencies who are not self-certified must submit third party contracts over \$25,000 to the DEPARTMENT for approval. Please refer to Section 7 of the Master Agreement for competitive bidding requirements.

The AGENCY will be financially and legally responsible for the terms and conditions of the Special Section 5333(b) labor warranty as agreed to in your annual application. The Special Section 5333(b) Warranty for Section 5311 can be found at: www.dol.gov/dol/esa/public/regs/compliance/olms/13factsheet.htm.

The AGENCY agrees to prepare and submit to the DEPARTMENT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Instructions on preparing the report are available in the "Local Public Transit Revenue and Expense Manual" (October 1, 2013, through September 30, 2014). The manual is available on the web at www.michigan.gov/mdotptd by locating the resources box on the home page and opening the item listed "Audit/Accounting Information."

The purpose of Revision 1 is to increase operating assistance funds by \$18,621.

Funding source:

2014/7509 \$32,669 (F)

PRF Nos.: 2014-47
2014-251

CITY OF DOWAGIAC

Reviewed
W
Contract Adm

Signature

Print Name and Title

Signature

Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director

CITY OF DOWAGIAC
MEMO

TO: Kevin Anderson

FROM: Rozanne Scherr, HR Director/Assistant City Manager

DATE: May 5, 2014

RE: Dial-A-Ride 2014 Project Authorization

Attached are the original DART Project Authorizations dated April 7, 2014 for placement on Monday's agenda for City Council Approval. Formal approval of the Project Authorization is required under the 2012 – 0076 Master Agreement with the Michigan Department of Transportation (MDOT) relating to the fiscal year 2014 operating grant for the Dial-A-Ride Transit operation. The project authorization agreement is for the administration of the City's annual Federal operating assistance grant and reflects the amount of funds currently available under the Federal appropriation. Under terms of this Project Authorization, this payment of Federal operating assistance will be in the amount of \$18,621. In February, a partial payment was received in the amount of \$14,048 for a total of \$32,669 for fiscal year 2014. As in past years, we expect amendments throughout the fiscal year because of ongoing appropriation amendments at the federal and state levels.

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: May 9, 2014

SUBJECT: FY 2014-15 Proposed Budget – Set Public Hearing

City Council has received a copy of the proposed FY 2014-15 budget and has begun the review of the City's current fiscal condition and budget options. The next step of the process is to hold a public hearing. Once the hearing has been held, Council will be in a position to finalize the budget at the May 27, 2014 Council meeting.

This resolution acknowledges receipt of the budget in accordance with the Charter and establishes a public hearing on the proposed budget. The recommended date for this hearing is May 27, 2014, as part of your regular Council agenda.

It is important to note that the prior year data is not completely accurate in this document. In the course of our review it was discovered that when old account numbers are "retired" the data no longer shows up the previous year's totals. A good example of this would be accounts that are set up for grant projects and are no longer needed in the chart of accounts. The software vendor is writing a fix for this item which they have assured us will be in place by May 15 so that final budget documents accurately reflect prior years' activities.

RECOMMENDATION

Approve the resolution relating to the FY 2014-15 budget.

Support Documents:

Cover Memos-City Mgr.

Resolution

Budget Information

Councilmember _____ offered and moved the adoption of the following resolution;
seconded by Councilmember _____.

WHEREAS, the Dowagiac City Charter requires that a complete itemized budget proposal must be presented to the City Council; and

WHEREAS, City Council has begun a review of the proposed budget so that action can be taken on a budget pursuant to City Charter requirements; and

WHEREAS, prior to adoption of a budget the public is to be notified of a public hearing regarding the proposed budget.

NOW, THEREFORE, BE IT RESOLVED that the Dowagiac City Council acknowledges that the tentative budget for the fiscal year ending September 30, 2015 has been received for further review by the City Council.

BE IT FURTHER RESOLVED that the City Clerk be instructed to place on display copies of this proposed budget and to publish notice of a public hearing thereon at least six (6) days in advance of the May 27, 2014 City Council Meeting.

ADOPTED/REJECTED

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: May 9, 2014

SUBJECT: Budget Amendment – Fencing and Paving at Riverside Cemetery

Each year the Cemetery Board reviews the interest earnings of the perpetual care fund and then considers improvements that can be made at the Riverside Cemetery with the interest earnings.

This year there is approximately \$25,000 in interest earnings. The Cemetery Board is recommending a budget amendment that would allow for the following projects to be done this fiscal year:

- 326 feet of decorative fencing along Riverside Drive. This will continue the existing fence to the next driveway to the south. The installed cost of fencing is \$10,270.
- Pave approximately 300 feet of road between block 95 and 96 at a cost not to exceed \$14,730. This project has yet to be bid.

RECOMMENDATION

Authorize a budget amendment as recommended by the Cemetery Board for fencing and paving projects noted above.

Support Documents:

Cover Memo-City Mgr.
Resolution

Resolution #7
May 12, 2014

Councilmember _____ offered and moved the adoption of the following resolution;
seconded by Councilmember _____.

WHEREAS, the City administration has reviewed the Cemetery budgets for the 2013-14 fiscal year and the actual revenues and expenditures through March 31, 2014; and

WHEREAS, the Cemetery Board has recommended certain capital projects that would not exceed the annual interest earned on investments from Perpetual Care fees;

WHEREAS, the attached report for these funds indicates the current budget and the recommended budget revisions.

NOW, THEREFORE, BE IT RESOLVED that the City of Dowagiac, by the affirmative vote of its City Council, does hereby adopt the attached, recommended revised budgets.

ADOPTED/REJECTED

Cemetery Board Minutes

April 25, 2014

Chairman Bob Schuur called the Regular Meeting of the Cemetery Board to order at 3:00 p.m.

ROLL CALL

Present: Janet Brezen, Bob Schuur, Barb Wegner, and William Bobik.

Absent: Barb Wegner and Janis Hadley.

APPROVAL OF MINUTES

The November 7, 2013 minutes were approved as presented.

DISCUSSION

- Chairman Bob Schuur introduced our new Cemetery Board member William Bobik.
- Board discussed lawn care and maintenance. Chairman Schuur wanted to make sure spraying is done. Yes it will be per Kevin Anderson. Lawn contractor is hired. Chairman Schuur inquired about how the Community Service people were working out. Matt indicated that he doesn't have anyone right now -- one individual hasn't been back since last fall and the other was still incarcerated. Bob Schuur and Bill Bobik would be willing to supervise individuals if needed.
- Board discussed installing additional fence along Riverside Drive. Kevin Anderson indicated we had approximately \$25,000 in yearly interest from the Perpetual Care Fund that would be available for projects. Matt Stack provided quote from Farm 'n' Garden for \$10,270. Janet Brezen made motion to authorize the purchase and installation of the fence along Riverside Drive in the amount of \$10,270 with funds from the Perpetual Care Fund; seconded by William Bobik / motion carried. Matt indicated we would need to turn stones; however, we would need to contact families -- those after 1970 and double markers. Tree stumps to be removed in spring.
- Kevin Anderson explained the road paving funding process. The cemetery roads could be included with Local Street paving. Board discussed the road conditions, especially the road between block 95 and 96. This section is approximately 300 feet long. Janet Brezen made motion to review paving this section of road for a not-to-exceed cost of \$14,730 (balance left from Perpetual Care Fund interest); seconded by William Bobik / motion carried.
- Do we have a five-year plan? Need to review and develop. Kevin Anderson to develop revenue projections for funding projects.
- Matt Stack advised that the benches were installed at the Skorupa Mausoleum. The angel will be put up this spring.
- Chairman Schuur inquired about relocating the urns to the boulevard. Board discussed and recommended to contact the Garden Club to see if they would plant the urns and leave at their respective locations.

ADJOURNMENT

Bob Schuur made motion; seconded by Janet Brezen, to adjourn meeting at 3:38 p.m. / motion carried.

Bob Schuur, Chairman

Kevin P. Anderson, City Manager

22336



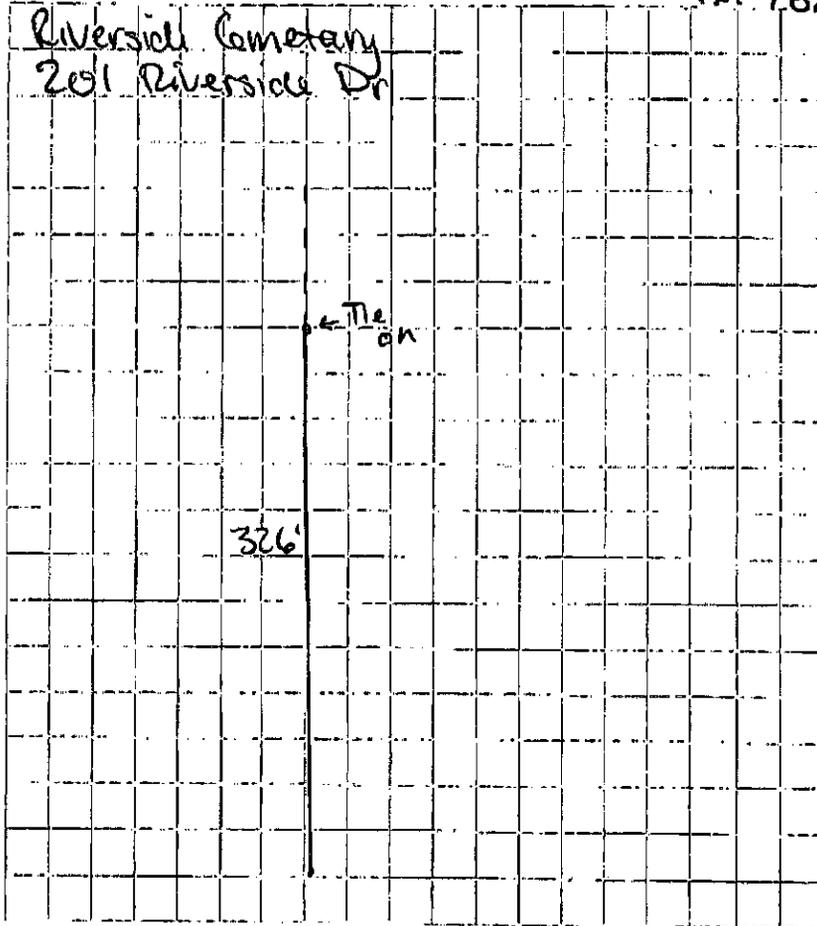
FENCE CENTER

1003 STAPLES AVE • KALAMAZOO, MICHIGAN 49007
Phone (269) 381-0596 • Fax (269) 381-3870
www.farmngarden.com

ESTIMATOR: Cms
ESTIMATE DATE: 4-7-14

SOLD TO City of Dowagiac ADDRESS P.O. Box 430
INVOICE NO. _____ CITY Dowagiac 49047 PHONE 782-8200
P.O. NUMBER _____ Cell: 462-3221
Fax: 782-1838

DESCRIPTION	
TYPE OF FENCE	
Court yard	
Industrial	
Ornamental	
Aluminum	
Style 2121	
TOTAL FEET	HEIGHT
326'	4'



- TOP RAIL OF FENCE TO BE LEVEL
- FENCE TO FOLLOW GRADE
- MISS DIG STAKING
- UNDERGROUND IRRIGATION SYSTEM
- BRUSHING
- FACE SIDE
- POST FOOTINGS
30" concrete
- EQUIPMENT

TOP RAIL _____

TERMINAL POSTS 2 1/2" x 6 1/2"

LINE POSTS 2 1/2" x 6 1/2"

GATE POSTS _____

WALK GATE _____

OTHER GATES _____

BARB WIRE _____

TOTAL SALE (TAX INCLUDED)
\$ 10,270⁰⁰

PAYMENT TERMS: net 30 days
APPROXIMATE LEAD TIME TO INSTALLATION FROM RECEIPT OF ORDER: 3-5 weeks
REMARKS: _____

SPECIAL NOTES

- ALL SPECIAL ORDER MATERIALS ARE NON-RETURNABLE AND NON-REFUNDABLE (INCLUDING, BUT NOT LIMITED TO, POLYVINYL AND ALUMINUM FENCE AND RAILING)
- IT IS THE CUSTOMER'S RESPONSIBILITY TO COMPLY WITH LOCAL ORDINANCES AND OBTAIN BUILDING PERMIT, IF REQUIRED
- THE CUSTOMER IS RESPONSIBLE FOR ANY PRIVATE UNDERGROUND LINES (INCLUDING SPRINKLER LINES)
- SEE ATTACHED TERMS AND CONDITIONS ON PAGES 2 & 3 FOR COMPLETE DETAILS

CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: April 11, 2014

SUBJECT: Small Urban Area Task Force - Transportation Funding Program

The Small Urban Area Task Force sets aside Federal and State monies to make improvements to specific roads as defined by criteria set by the Federal and State government. These roads are generally higher traffic roads in and around a metropolitan area. In our case, there are some roads in the city and some in the county that are a part of this plan and funding is shared with the Cass County Road Commission based on need.

These transportation improvement funds are available every 2-4 years. Recently, the City of Dowagiac used similar funds for improvements to Lowe Street, Riverside Drive and Prairie Ronde. New rules to the program require that City Council commit to a local share of the project costs at the time of application. The grant is for 80% Federal dollars and 20% local match.

Last month Council adopted resolutions that authorized the application for three projects in this round of funding. Further discussions with Cass County Road Commission revealed that there is, potentially, room in future years programming for 2 more projects. East Railroad Street and Depot Drive/Lester/High/Pennsylvania are eligible areas for funding and Council will be asked to authorize resolutions of support for these projects. Combined the project costs are estimated to be \$228,100 of which \$43,620 of local matching funds will be required.

A separate resolution for each project has been prepared and will be needed to be included in the program application.

RECOMMENDATION

Authorize two resolutions for the Small Urban Area Task Force – Transportation Funding Program.

Support Documents:

Cover Memo-City Mgr.
Resolutions (3)

Councilmember _____ offered and moved the adoption of the following resolution; seconded by Councilmember _____.

WHEREAS, Depot Drive/Lester Street/High Street/Pennsylvania Avenue is in deteriorating condition; and

WHEREAS, a structural evaluation has been performed for Depot Drive/Lester Street/High Street/Pennsylvania Avenue, and the inspection has identified maintenance measures that if implemented in a timely manner will avoid more extensive and costlier repairs in the future; and

WHEREAS, the Dowagiac City Council is committing their share of the funding for the 2017 fiscal year; and

WHEREAS, the engineering estimate for the Depot Drive/Lester/High/Pennsylvania project is as follows:

<u>Total Construction Cost</u>	<u>Fed STP Funding</u>	<u>City of Dowagiac Share</u>
\$135,200	\$108,160	\$27,040

WHEREAS, the Dowagiac Small Urban Program requires documentation of local match for all federal aid requested projects; and

NOW, THEREFORE, BE IT RESOLVED, that the Dowagiac City Council hereby certifies its support of the local share of the project's cost that will be included in the 2014-2017 Michigan Statewide Transportation Improvement Program and that failure to provide for the local match will cause the project's allocation of Dowagiac Small Urban local Surface Transportation Funding to be reconsidered by the Dowagiac Small Urban Area Committee.

ADOPTED/REJECTED

Councilmember _____ offered and moved the adoption of the following resolution; seconded by Councilmember _____.

WHEREAS, East Railroad Street is in deteriorating condition; and

WHEREAS, a structural evaluation has been performed for East Railroad Street, and the inspection has identified maintenance measures that if implemented in a timely manner will avoid more extensive and costlier repairs in the future; and

WHEREAS, the Dowagiac City Council is committing their share of the funding for the 2015 fiscal year; and

WHEREAS, the engineering estimate for the East Railroad Street project is as follows:

<u>Total Construction Cost</u>	<u>Fed STP Funding</u>	<u>City of Dowagiac Share</u>
\$82,900	\$66,320	\$16,580

WHEREAS, the Dowagiac Small Urban Area Task Force Transportation Program requires documentation of local match for all federal aid requested projects; and

NOW, THEREFORE, BE IT RESOLVED, that the Dowagiac City Council hereby certifies its support of the local share of the project's cost that will be included in the 2014-2017 Michigan Statewide Transportation Improvement Program and that failure to provide for the local match will cause the project's allocation of Dowagiac Small Urban local Surface Transportation Funding to be reconsidered by the Dowagiac Small Urban Area Committee.

ADOPTED/REJECTED

MDOT SMALL URBAN PROGRAM PROJECT APPLICATION

ALL FIELDS MUST BE COMPLETED

REQUESTING AGENCY INFORMATION

AGENCY NAME City of Dowagiac	CONTACT PERSON Mr. Jim Bradford	TELEPHONE NUMBER (269) 782-8200
STREET ADDRESS 241 S. Front Street	CITY/ZIP Dowagiac 49047	E-MAIL ADDRESS jbradford@dowagiac.org

PROJECT INFORMATION

SMALL URBAN AREA Dowagiac	SMALL URBAN AREA PRIORITY 2	YEAR OF IMPROVEMENT 2015	
ROAD NAME/TRANSIT PROJECT East Railroad Street	PROJECT LIMITS/LOCATION S. of Telegraph St. to Prairie Ronde	LENGTH (MILES) 0.35	WORK TYPE CODE

DESCRIPTION

Cold mill and resurface with 1.5" of HMA with ADA ramp upgrades, new pavement markings and permanent signage.

IS THE ROAD SEGMENT/PROJECT FEDERAL-AID ELIGIBLE? YES NO

IS SIDEWALK WORK TO BE INCLUDED IN THE PARTICIPATING COSTS? YES NO

IS RIGHT-OF-WAY/LAND ACQUISITION REQUIRED? YES NO

If Yes, please explain: _____

DOES THE ROAD HAVE TRUCK RESTRICTIONS (Road Projects)? YES NO

If Yes, please explain: _____

COST INFORMATION

Include participating construction or transit capital costs only. DO NOT include non-participating costs, including charges related to feasibility studies, design, testing, preliminary engineering, construction engineering, or right-of-way acquisition.

STP-URBAN REQUESTED	\$ 66,320.00
LOCAL MATCH	\$ 16,580.00
MDOT-BUS MATCH (Transit Projects)	\$ 0.00
OTHER (Describe: _____)	\$ 0.00
PARTICIPATING CONSTRUCTION/TRANSIT CAPITAL TOTAL	\$ 82,900.00

OTHER COMMENTS

SUBMITTED BY Steve Carlisle	TITLE Project Engineer	DATE 04/28/14
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CITY OF DOWAGIAC

MEMO TO: Mayor Lyons and City Council Members

FROM: Kevin P. Anderson, City Manager

DATE: May 9, 2014

SUBJECT: Storage Facility – Russom Park

There is a storage facility on Middle Crossing Road adjacent to the entrance of Russom Park that is available through Chemical Bank. The Russom Park Committee has considered the purchase of this property for several years because it could provide storage for baseball and soccer organizations, avoid the cost of building storage facilities on site, provide a source of income to both pay for the cost of purchase & park maintenance and resolve potential boundary line issues in the future.

The following terms are being finalized with Chemical Bank and Silver Creek Township:

- The purchase price will be \$109,000.
- The purchase will be jointly made and the property will be titled in both names.
- Revenues from rentals will first be used to reimburse the cost of the building, then be used for maintenance of the building and then be used for Russom Park maintenance.
- The Russom Park Committee shall be responsible for decisions regarding the use of funds generated by the storage facility.
- If costs exceed revenues, all costs shall be shared equally by both the City of Dowagiac and Silver Creek Township.
- Either party may independently decide to end their participation with 120 days notice. Once notice is given the other party shall have the right to purchase the remaining interest for ½ of the original purchase price or the property will be sold on the open market. Sales proceeds will be shared equally.

RECOMMENDATION

Authorize a resolution for joint purchase of the storage facility property on Middle Crossing Road with Silver Creek Township.

Support Documents:

Cover Memo-City Mgr.
Resolution
Purchase Agreement

REAL PROPERTY PURCHASE AGREEMENT

THIS AGREEMENT is entered into by and between **Chemical Bank**, of 333 East Main Street, Midland, Michigan 48640 (the "Seller") and Silver Creek Township, of PO Box 464, Dowagiac, MI 49047 and City of Dowagiac, of PO Box 430, Dowagiac MI 49047 (the "Buyers"):

1. **AGREEMENT TO SELL.** Subject to the terms and conditions of this Agreement, Seller agrees to sell and Buyer agrees to buy the lands and premises located in the Township of Silver Creek, Cass County, Michigan, particularly described on attached Exhibit "A" (the "Premises") subject only to encumbrances of record not objected to by Buyer in accordance with this Agreement (the "Permitted Exceptions"), together with all improvements and fixtures thereon and appurtenances thereto;

FOR THE SUM OF One Hundred Nine Thousand Dollars 00/100 (the "Purchase Price").

2. **TERMS OF PURCHASE.** The Purchase Price shall be paid to Seller in full at the closing.

3. **TAXES / ASSESSMENTS.** For purposes of this Agreement, current real property taxes, if any, shall be prorated as of the Closing Date in the manner that is customary in the municipality and county where the Premises are located (the amount to be based on the most recent previously issued tax bill). The customary proration method shall be determined by the closing agent or mutually agreed by Seller and Buyer.

Subject to the foregoing pro-ration, (A) Seller shall pay (1) current real property taxes and current installments of special assessments billed on or before the Closing Date, and (2) any unbilled or deferred special assessment balance outstanding as of the Closing (except for perpetual assessments for garbage, lighting, fire protection, etc.); and (B) Buyer shall pay all other real property taxes and assessments attributable to the Premises following the Closing Date.

In the event real property taxes and special assessments for the Premises are not currently billed separate or "split" from a parent parcel from which the Premises are to be divided, the foregoing pro-rations shall be based on relative acreage.

4. **EVIDENCE OF TITLE.** Seller shall furnish Buyer as soon as possible after final acceptance of this Agreement, at Seller's expense, (A) a commitment for a standard current form ALTA owner's policy of title insurance naming Buyer as the insured in the amount of the Purchase Price, with standard exceptions (the "Title Commitment"), effective later than the final acceptance of this Agreement, to be issued by CFC Title Services Inc, (the "Title Insurer"), and (B) true, complete and legible copies of all documents referred to in the Title Commitment; with final policy based on the Title Commitment to be issued by the Title Insurer with an effective date subsequent to the Closing Date at no cost to Buyer.

If the Title Commitment discloses exceptions to title not acceptable to Buyer and, within 10 days following receipt of the Title Commitment by Buyer, Buyer provides written notice of objection to particular exceptions to title disclosed by the Title Commitment, Seller shall (at Seller's expense) either (A) remedy the title, or (B) obtain title insurance over said exception(s), or (C) decline to cure said exception(s), terminate this Agreement and return the Deposit to Buyer with no further obligation to Buyer; otherwise, Buyer may (1) waive the exception and close subject to the same, or (2) have the Deposit returned and deem this Agreement terminated.

Any exception to title which may be removed by the payment of money may be removed by Seller out of the proceeds of the Purchase Price; Provided, however, that evidence of removal is presented to Buyer at the Closing.

5. **SELLER'S REPRESENTATIONS and WARRANTIES.** Seller represents and warrants the following to be true as of the date of this Agreement and as of the date of the Closing, which representations and warranties shall survive, and not merge in, the Closing:

- (A) **Fee Simple Ownership.** Seller is the sole owner of the Premises.
- (B) **Binding Agreement.** This Agreement (1) is signed by person(s) authorized to do so, and (2) needs no additional signature(s) to be a legally binding obligation of Seller.
- (C) **No Other Purchase Agreements.** Other than this Agreement, there are no contracts for sale or option to purchase or any other agreements existing regarding sale or acquisition of any part of the Premises.
- (D) **Absence of Litigation.** There are no lawsuits or similar proceedings pending or threatened regarding or related to the Premises.

(E) **Non-Foreign Person.** Seller is not a "foreign person" as that term is defined in section 1445 of the Internal Revenue Code of 1986, as amended.

6. **NO WARRANTY.** (A) NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, HAVE BEEN MADE TO BUYER BY SELLER OR ITS AGENTS REGARDING THE CONDITION OF THE PREMISES, INCLUDING BUT NOT LIMITED TO ENVIRONMENTAL CONDITIONS OR THE LOCATION OF BOUNDARY LINES; (B) SELLER DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING THOSE OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE; and (C) THE PARTIES AGREE THAT THE PREMISES IS BEING SOLD "AS IS".

7. **CLOSING.** This Agreement shall be consummated (the "Closing") at such time (the "Closing Date") and place as Buyer and Seller may agree, but in the absence of such other agreement, the Closing shall occur within thirty (30) days of final acceptance of this Agreement.

8. **SELLER'S OBLIGATIONS AT CLOSING.** Subject to the terms and conditions of this Agreement, Seller shall do the following at the Closing:

(A) **Deed.** Execute and deliver to Buyer a Covenant Deed conveying title to the Premises to Buyer, subject only to the Permitted Exceptions.

(B) **Closing Statement.** Execute and deliver to Buyer a closing statement evidencing the transaction and setting forth any adjustments to the Purchase Price provided in this Agreement.

(C) **Title Insurance.** Pay the Title Insurer the premium for issuance of the requisite final owner's policy of title insurance.

(D) **Transfer Tax.** Pay any transfer tax, sales tax or other charges imposed by any federal, state or local governmental authority resulting from transfer of the Premises to Buyer.

(E) **Affidavits.** Execute and deliver to Buyer any affidavits or other documents required by the Title Insurer.

(F) **Closing Costs.** Pay one-half of any fee to conduct the closing charged by the closing agent, if any.

9. **BUYER'S OBLIGATIONS AT CLOSING.** Subject to the terms and conditions of this Agreement, Buyer shall do the following at the Closing:

- (A) **Purchase Price.** Deliver to Seller the full amount of the Purchase Price (less the Deposit and subject to any other adjustment provided in this Agreement) in cash, certified check or wire transfer.
- (B) **Closing Statement.** Execute and deliver to Seller a closing statement evidencing the transaction and setting forth any adjustments to the Purchase Price provided in this Agreement.
- (C) **Closing Costs.** Pay one-half of any fee to conduct the closing charged by the closing agent, if any.
- (D) **Recording Fee.** Pay the applicable recording fees for the deed.

10. **POSSESSION.** Buyer may have possession of the Premises immediately following the Closing.

11. **DEPOSIT / DEFAULT.** Buyer has deposited with Seller a non-interest bearing earnest money deposit in the amount of **Zero Dollars** (the "Deposit"). If the terms of this Agreement are met, and the contemplated transaction is consummated, the Deposit shall be applied to the Purchase Price at the Closing.

In the event of default by Buyer in the performance of this Agreement, Seller may retain the Deposit as liquidated damages, and pursue any other right or remedy in law or equity.

In the event of default by Seller in the performance of this Agreement, the Deposit shall be paid to Buyer and/or Buyer may pursue any other right or remedy in law or equity, including specific performance of this Agreement.

In the event that any contingency or condition provided by this Agreement is not satisfied or waived, the Deposit shall be paid to Buyer, and neither party will have any further obligation to the other.

12. MISCELLANEOUS.

- (A) **Amendment.** This Agreement may be amended or modified only by a written document signed by both Buyer and Seller.
- (B) **Binding Effect.** This Agreement shall bind and benefit the heirs, personal representatives, successors and permitted assigns of Buyer and Seller.
- (C) **Entire Agreement.** This Agreement, including all exhibits and attachments to this Agreement, contains the entire understanding of Seller and Buyer regarding the Premises and the transaction contemplated by this Agreement. All prior written or verbal representations, promises and understandings are merged into and superseded by this Agreement.
- (D) **Governing Law.** This Agreement shall be governed and interpreted by Michigan law.
- (E) **No Broker.** Buyer and Seller represent and warrant to the other that no real estate broker or agent has been involved in this transaction.
- (F) **No Presumption.** Each provision of this Agreement has been separately and freely negotiated by the parties and/or their respective attorneys. Accordingly, Buyer and Seller waive any statutory or common law presumption which would serve to have this Agreement construed in favor of, or against, either party.
- (G) **Notice.** Notices or communications required or permitted by this Agreement or by law shall be in writing and delivered by any method resulting in evidence of delivery, including (a) personal delivery, (b) certified mail (postage prepaid, return receipt requested), or (c) recognized overnight courier service, at the respective address of the party appearing at the end of this Agreement. Either party may change these person(s) or address(es) by giving notice as provided in this Section.
- (H) **Pronouns.** Words used in this Agreement shall be read in the masculine, feminine, neuter, singular or plural as the context may require.
- (I) **Severability.** Each provision of this Agreement shall be interpreted in a way as to be valid under applicable law. If any provision of this Agreement is found invalid, the rest of this Agreement will remain in full effect.
- (J) **Time of the Essence.** All time limits in this Agreement shall be strictly enforced.

- (K) **Survival.** This Agreement shall survive, and not merge in, consummation of the Closing.
- (L) **Review.** The parties (1) have consulted (or have waived the opportunity to consult) with their attorneys, and (2) have read and understood this Agreement.

BUYER/S:

_____ Dated: _____
William Saunders, Township Supervisor

_____ Dated: _____
Barbara Runyon, Township Clerk

_____ Dated: _____
Donald Lyons, Mayor

_____ Dated: _____
James Snow, Clerk

SELLER:
Chemical Bank

By: _____ Dated: _____
Sandra D. Loomis
Its: Assistant Vice President

EXHIBIT A

Situated in the Township of Silver Creek, County of Cass, and State of Michigan, and more particularly described as follows:

Part of the North Half of the Northwest Quarter of Section 36, T5S, R16W, Silver Creek Township, Cass County, Michigan, described as: From the Norwest corner of Section 36, measure East along the North Line of said Section, 1468.40 feet; thence measure South 24 degrees 16 minutes 40 seconds East along the centerline of Middle Crossing Street, 440.25 feet to the point of beginning of the land herein described; thence South 24 degrees 16 minutes 40 seconds East along said centerline, 137.13 feet; thence West 247.58 feet; thence North 125.00 feet; thence East 191.20 feet to the point of beginning.

Commonly known as: 28733 Middle Crossing Street, Dowagiac MI 49047
Parcel Number: 14-130-036-015-10

Councilmember _____ offered and moved the adoption of the following resolution;
seconded by Councilmember _____.

WHEREAS, the following information has been reviewed by the City Manager and City
Treasurer and is being presented to City Council with a recommendation to
approve invoices and payroll #16 for the period ending 5/8/14:

Invoices: 532,043.38
Payroll: 115,793.37
Total: \$647,836.75

BE IT RESOLVED that the City Manager and City Treasurer are hereby authorized and
directed to pay the following bills and payroll due:

Invoices	Payroll	Total
<u>\$532,043.38</u>	<u>\$115,793.37</u>	<u>\$647,836.75</u>

ADOPTED on a roll call vote.

Ayes:

Nays:

Absent:

Abstain:

Kevin P. Anderson, City Manager

Vendor		Description	Amount
1ST AMERICAN TITLE CO	05/02/2014	UB refund for account: 10-3687-2	607.42
ABSOPURE WATER COMPANY	83168135	BOTTLED WATER/DEPOSIT	34.50
ABSOPURE WATER COMPANY	83168157	BOTTLED WATER - 26461 NUBOUR	64.50
ABSOPURE WATER COMPANY	83168150	BOTTLED WATER/DEPOSIT - 25830 NUBOUR	51.00
ABSOPURE WATER COMPANY	83176680	BOTTLED WATER/DEPOSIT - 26688 NUBOUR	71.25
ABSOPURE WATER COMPANY	76780134	C & C COOLER RENTAL - 26688 NUBOUR	1.40
ABSOPURE WATER COMPANY	54583946	C & C COOLER RENTAL - 26688 NUBOUR	6.00
ALEXANDER CHEMICAL A CARUS COMPANY	SLS10017269	WWTP CHLORINE	2,032.62
ALTEC NUECO	7002421	#4 & #12 ANNUAL INSPECTIONS/DIELECTRIC	1,412.50
AMERICAN CEMETERY	002128881699	SUBSCRIPTION RENEWAL	49.00
AMERICAN ELECTRIC POWER	048-197-857-0-2	ST LIGHT - MARCELLUS HWY	10.21
AMERICAN ELECTRIC POWER	COW_201404_01	04/14 ENERGY	354,886.34
AUSRA EQUIPMENT & SUPPLY, INC	IN78550	#80 - ENGINE FILTER	23.93
BEHNKE, MATT	4-30-14	TRAVEL & TRAINING	119.44
BENDER ELECTRIC, INC	16321	WWTP CHECK MOTOR POWER-SECONDARY	160.00
BORGESS LEE MEDICAL GROUP	032514	PRE-EMPLOYMENT DRUG SCREENING-BEATHEA	40.00
BRADFORD, JARRID	287248950627	CELL PHONE REIMBURSEMENT 3/7/14-4/6/14	60.00
BS&A SOFTWARE, INC	095532	ANNUAL SUPPORT FEE	6,950.00
C WIMBERLEY AUTOMOTIVE GROUP (FORD)	217980	FD VEHICLE - FORD EXPLORER	847.91
C WIMBERLEY AUTOMOTIVE GROUP (FORD)	217083	PD VEHICLE #132	42.50
CARLA STEINMAN	05-05-2014	REIMBURSE FOR WATER SAMPLE FEE AND	120.05
CASS CNTY TRANSPORTATION AUTHORITY	1792	DISPATCHING SERVICES-APRIL 2014	3,862.14
CASS COUNTY SHERIFF'S DEPARTMENT	05-01-2014	PD VEH. MODEM	1,407.70
CHIEF LAW ENFORCEMENT SUPPLY	439610	FLARES	303.58
CHIEF LAW ENFORCEMENT SUPPLY	436156	COLLAR BRASS	27.99
CINTAS LOCATION #336	336-01904	MATS & UNIFORMS	417.84
CINTAS LOCATION #336	336-05625	MATS	90.69
CINTAS LOCATION #336	336-07833	MATS & UNIFORMS	367.72
COMCAST	8771402380021236	INTERNET SERVICE-CH	119.82
COMCAST	8771402380126332	INTERNET SERVICE - FD	69.90
COMMUNITY ANSWERING SERVICE	262804282014	DISPATCHING SERVICES	162.70
CONESTOGA-ROVERS & ASSOCIATES	463331	MONITORING PLAN ACTIVITIES	469.63
CONESTOGA-ROVERS & ASSOCIATES	463332	2013 INVESTIGATION WORK PLAN	3,092.50
CONESTOGA-ROVERS & ASSOCIATES	463333	OMM ACTIVITIES	2,630.25
CREATIVE VINYL SIGNS	26138	SINGLE SIDED YARD SIGN	18.00
CREATIVE VINYL SIGNS	26207	MAGNETIC/PIN-BACK NAME BADGES	163.52
DORNBOS SIGN & SAFETY, INC	INV15226	SIGNS - NO PARKING	85.41
DORNBOS SIGN & SAFETY, INC	INV15347	SIGNS - STUDENT DROP OFF	100.12
DOUBLEDAY OFFICE PRODUCTS, INC	151827I	OFFICE SUPPLIES	76.43
DOWAGIAC UNION SCHOOLS	201314-48	FUEL EXPENSES-APRIL 2014	9,220.42
ENGINEERING SUPPLY & IMAGING CORP	60363	36" PLOTTER/SCANNER	7,200.00
ETNA SUPPLY	S101046957.002	FERNCOS 8X8 PVC TO CONCRETE	90.50
ETNA SUPPLY	S101046957.001	12" SDR 35 90 DEGREE ELBOW	170.00
FLAGS UNLIMITED	4-24-14	FLAGS	806.50
FLEETMATICS USA, LLC	IN233817	VEHICLE TRACKING SERVICE	40.00
FLINT'S AUTO REPAIR	4-24-14	#110 FRONT END REPAIR	813.00
FLINT'S AUTO REPAIR	4/21/14	#220 BALL JOINT REPLACEMENT	299.00
FRONTIER	23118907970401035	PHONE SERVICE 3/20/14-4/19/14	1,766.65
GALLS, INC	001873388	YRS OF SERVICE COMMENDATIONS	60.76

Vendor		Description	Amount
GALLS, INC	001886500	COMMENDATION PINS	182.44
GRAMES TIRE & BATTERY, INC	3017	TIRE REPAIR - PD V #131	17.95
GRAMES TIRE & BATTERY, INC	2972	#220 NEW TIRES	522.12
GRAMES TIRE & BATTERY, INC	2971	#101 TIRE REPAIR/#125 PLUG REPAIR	42.90
GRAMES TIRE & BATTERY, INC	3024	TIRE REPAIR - PD 131	19.00
GRANT, WILLIAM DAVID	05-05-2014	MUSEUM CLEANING SERVICE-APRIL 2014	306.00
GREAT LAKES TRUCK & AUTO REPAIR	24587	DART 110 INSPECTION REPAIRS	83.19
HAAS ALARMS AND SERVICE, INC	060080	PHONE - CCDET	153.30
HALE'S HARDWARE, INC	C65539	CLR & FURNITURE POLISH	35.24
HALE'S HARDWARE, INC	D42680	BULLETIN BOARD & SCREWS	21.06
HALE'S HARDWARE, INC	B50145	PAINTING - WWTP FILTER BUILDING	74.64
HALE'S HARDWARE, INC	D42534	FERTILIZER KEYS	28.28
HALE'S HARDWARE, INC	D43074	3/4" BALL VALVE - WASH OUT VACTOR	13.57
HALE'S HARDWARE, INC	C63896	PAINT TRAY/LINDER	11.67
HALE'S HARDWARE, INC	B48947	PLIERS/FILTER	19.38
HALE'S HARDWARE, INC	B49641	PAINT	30.06
HALE'S HARDWARE, INC	I1544	LOCKS	139.56
HANSON BEVERAGE SERVICE	885415	DISTILLED WATER	50.00
HARDIN, R WAYNE	05-07-2014	BUILDING INSPECTIONS (PERMITS)	434.20
HARTLINE, BOBBIE JO	4/31/14	CONSULTATION WORK-APRIL	1,755.00
HOEKSTRA TRANSPORTATION, INC	X101000883:01	DART BUSES-SEATBELT REPLACEMENT	112.55
IBEX INSURANCE AGENCY	5/14	HEALTH INSURANCE PREMIUM-5/14	50,435.21
ICMA	191545	MEMBERSHIP RENEWAL-ANDERSON	1,216.76
INTERNET BUSINESS SOLUTIONS	14278	MONTHLY WEBSITE MTCE	39.95
J & H OIL COMPANY	10163101	CEMETERY GAS	458.78
JONES, ROBERT	5/1/14	REPLACES CHECK 17933	23.19
JUDD LUMBER COMPANY, INC	1404-602949	ORANGE FLAG TAPE	6.58
JUDD LUMBER COMPANY, INC	1404-603419	TREATED PLYWOOD	27.88
JUDD LUMBER COMPANY, INC	1405-603997	NAILS - STATUE SIGNS	2.46
JUDD LUMBER COMPANY, INC	1405-604170	REDI-MIX GRAVEL - STATUE SIGNS	19.96
JUDD LUMBER COMPANY, INC	1405-604175	TREATED LUMBER - COMPOST SITE	20.74
KENT RECORD MANAGEMENT, INC	0045470	SHREDDING SVC 4/1/14-4/30/14	30.00
KOONTZ-WAGNER CONST SERVICES LLC	126568-16	TRANSFORMER MTCE/CREW SUPERVISION 2/19-	803.15
LAKE MICHIGAN MAILERS, INC	301381	POSTAGE	5,000.00
LAKE MICHIGAN MAILERS, INC	301302	ENVELOPES	33.75
LAWSON PRODUCTS, INC	9302391534	HEADLAMP LITE	51.84
LEADER PUBLICATIONS, INC	101472	MISC PUBLICATIONS	621.80
MERRILL, DEBORAH	12/13/13	HEALTH CLAIM	40.00
MI COMMUNITY ACTION AGENCY ASSOC	04-30-2014	EU-MONTHLY PYMT ALLOCATION-[DATE]	11,408.42
MICHIGAN CAT	SD4052078	#74 - 1000 HR SERVICE MTCE	1,179.66
MICHIGAN CAT	CC3879801	#74 CORE - ALTERNATOR CREDIT	(86.07)
MICHIGAN MUNICIPAL LEAGUE	05/01/2014	07/01/2014 - 06/30/2015 LEAGUE DUES	4,429.00
OIL CAN ALLEY	32123	REPLACE LIGHT BULB #1	6.00
PARAGON LABORATORIES, INC	42078-79804	HPDES TESTING	165.00
PARAGON LABORATORIES, INC	42078-79869	NPDES TESTING	85.00
PETTY CASH	4/29/14	OPERATING SUPPLIES-COUNCIL WORKSHOP	138.30
POWER LINE SUPPLY, INC	5821239	BOLTS - STOCK	51.29
POWER LINE SUPPLY, INC	5821242	LOADBREAK ELBOWS/SUSP GRIPS - STOCK	551.67
POWER LINE SUPPLY, INC	5819334	LAG SCREWS	185.00

Vendor		Description	Amount
POWER LINE SUPPLY, INC	5819333	GUY WIRE - STOCK	235.00
PRAIRIE RONDE REALTY	1978	MAY RENT-DART	150.00
PREFERRED PRINTING, INC	26904	PARKING VIOLATION NOTICES	415.00
QUILL CORPORATION	2601721	CERTIFICATE MATERIALS	30.99
RELIABLE DISPOSAL, INC #646	0646-000874137	DUMPSTER - WAREHOUSE	262.40
RUTKOWSKIE, JASON	4/30/2014	SITE SAFETY	15.72
RUTKOWSKIE, JASON	3063687614	TX REIMB-RUTKOWSKIE	60.00
SCHULTZ, THOMAS	4/15/14	SEWER RODDING REIMBURSEMENT	250.00
SEMCO ENERGY GAS COMPANY	0161871.500	GAS SERVICE 3/17/14-4/15/14	12.81
SIMPSON, KEN	140515	APRIL 2014 ELECTRICAL PERMIT INSPECTIONS	471.20
SNOW, JAMES E	5/2/14	MILEAGE REIMBURSEMENT-812 MILES	454.72
SOUTH BEND UNIFORM	11356	FIRE LAPEL PIN	9.95
SOUTHERN MICHIGAN SEED, INC	B-130793	GRASS SEED	518.00
SPARLING CORPORATION	55970	ANNUAL FUEL SYSTEM	1,166.51
STATE OF MICHIGAN	ME-0200312	SALES & TAX-4/01/2014	14,561.21
STATE OF MICHIGAN-TECH, MGT, BUDGET	14-002471	RADIO ACCESS PD	25.00
STATE OF MICHIGAN-TECH, MGT, BUDGET	14-002808	RADIO ACCESS FD	50.00
SYMONDS MACHINE COMPANY	53747	WWTP SCADA REPAIR	725.50
THE RIDGE COMPANY	562207	WIPER BLADES - PD #6001	29.18
THE RIDGE COMPANY	560795	#110 BRAKE PADS	520.67
THE RIDGE COMPANY	560855	#2-20 OIL/FUEL FILTERS	25.62
THE RIDGE COMPANY	560516	#2-40 OIL FILTER	36.08
THE RIDGE COMPANY	560537	#2-40 CONNECTOR/ADAPTERS	9.05
THE RIDGE COMPANY	560987	#21 OIL/FUEL FILTERS	77.26
THE RIDGE COMPANY	561090	#2-80 SCREWS	1.26
THE RIDGE COMPANY	560049	#06 BACKUP BULB	5.93
THE RIDGE COMPANY	560917	#110 DART GEARBOX	291.02
THE RIDGE COMPANY	560890	#110 DART FE PARTS	145.99
THE RIDGE COMPANY	561056	#110 DART REAR CALIPERS	242.40
THE RIDGE COMPANY	560881	#110 DART BRAKE CALIPER	138.44
THE RIDGE COMPANY	561610	#110 RETURNS - CORE DEPOSIT	(146.42)
THE RIDGE COMPANY	560963	#110 RETURN - PITMAN ARM	(55.29)
THE RIDGE COMPANY	561624	#103 - OIL FILTER/RED PAINT	12.48
THE RIDGE COMPANY	557210	#131 - SILICONE	10.99
THE RIDGE COMPANY	043014	FINANCE CHARGE	0.16
THE RIDGE COMPANY	563095	ANTI FREEZE	20.98
TOXOPEUS, DAVID	287248782175	CELL PHONE REIMBURSEMENT 3/19/14-4/18/14	60.00
UNDERGROUND PIPE & VALVE, INC	706823	CHESTNUT LIFT STATION REBUILD	9,411.65
UNUM LIFE INSURANCE CO OF AMERICA	5/14	LIFE INSURANCE-5/14	1,083.68
VERIZON WIRELESS	9724101007	AMERIWOOD MODEMS	24.76
VERIZON WIRELESS	9724090910	MIFI CARD MONTHLY SUBSCRIPTION (ELECTRIC	38.01
VERIZON WIRELESS	9724100987	TABLET - MONTHLY FEE	156.20
VERIZON WIRELESS	9722189705	WIRELESS MONTHLY INVOICE (CELL PHONES)	696.41
VINCENT J JEWELERS	4/24/14	ENGRAVING-VOLUNTEER PLAQUE	63.75
VOSS LIGHTING	20129288-00	CIRCULAR BULBS - CH/LAMPS - MUSEUM	133.80
WASTE MANAGEMENT OF MI, INC	7341977-2529-8	SPRING CLEAN UP DUMPSTERS	614.48
WEST SHORE FIRE REPAIR, INC	7567	REPAIR SCBA	94.80
WEST SIDE TRACTOR SALES	U15820	#150 - SWITCH, PAINT & INSERT	70.93
WIGGINS, DANIEL	05-02-2014	REALITY BASED TRAINING CLASS	21.42

INVOICE REGISTER FOR CITY OF DOWAGIAC
POST DATES 04/25/2014 - 05/08/2014
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

Vendor		Description	Amount
WIGHTMAN & ASSOCIATES, INC	46918	MIDDLE CROSSIN/M51 CMAQ PROJECTS	8,377.60
WIGHTMAN & ASSOCIATES, INC	46828	PROF SVCS - WWTP - CHLORINATION PERMIT	360.00
WIGHTMAN & ASSOCIATES, INC	46829	2013 BIANNUAL BRIDGE INSP	6,408.05
WIGHTMAN & ASSOCIATES, INC	46833	WWTP - ASSET MGMT PLAN - NPDES PERMIT	540.00
WMCJTC	1893	CONSORTIUM FEES	517.28
ZBATTERY.COM, INC	I166292	BATTERIES	69.98
		Total:	<u>532,043.38</u>